



Continuity of Operation Planning / Continuity of Government Newsletter

Edition No. 4, November 2007

This newsletter is developed to inform employees of the State of Colorado on the efforts being performed to ensure the recovery of critical functions and the safety of employees in the face of man-made, or natural disaster.

Introduction

Welcome to the fourth edition of the COOP/COG newsletter. This newsletter is intended to keep employees informed about this important effort that could affect us all as employees and also residents of Colorado. This newsletter will be produced on a regular basis to show the progress being made and benefits to citizens, employees, and State government itself. Feel free to ask questions and provide feedback as this is a collaborative effort that affects everyone.

Change of Method

As you might have read in previous newsletters, there had been a contract/funding issue holding up the planning and training sessions that were scheduled to begin in October. That issue has now been resolved, although not in the positive for funding the COOP consulting services contract.

However, there will still be a COOP program for the State of Colorado.

The training and planning will now be done by the COOP/COG Program Manager and will make use of existing plans written in MS Word and stored in the C-Pro system. Existing plans will be checked for compliance and consistency with the new template released by FEMA and if a new plan needs to be created, the new template will be utilized. There is investigation going on as to how Continuity Plans can best be stored electronically and be made available to planners if State resources are impacted.

It is understood that some of you will be disappointed we are not moving to a new tool as was promised over the past months. Some obstacles were impossible to overcome which caused this change. The revised method will not result in a lower quality plan. Irrespective of the tool used, planning and analysis of functions needs to take place.

Another result of the contract/funding delay is the need to phase the planning and exercises. The first phase will be those essential functions carried out in the Denver Metro area. This will be followed after August 2008 with the remainder of the agencies.

What's Next

Analysis of agencies and functions to be involved in the pre-DNC COOP is underway. There will be interviews and meetings with agency COOP planners and their senior staff identifying the functions that are most critical. Once these meetings are completed, gap analysis of the current plans will be conducted and corrections will be made. The plan is to perform at least one Table Top Exercise for each essential agency as determined by the interviews above and their essential functions prior to August 2008 along with an After Action Report and time to mediate any issues discovered.

For more information

Kent Smiley
COOP/COG Program Manager
303 866 3830 (Office)
kent.smiley@state.co.us